



Annual Internal Review

This report covers the time period of 1/1/2018 to 12/31/2018

(Please note that this is to be completed by the Chair of the board, commission or committee.)

Contracts and Concessions Committee of the Parks and Recreation Board

(Official Name of Committee)

The committee mission statement is:

The Contracts and Concessions Committee shall serve in an advisory capacity to the full board on issues related to contracts managed by the Parks and Recreation Department, not contracts managed by other departments that would ordinarily go to the City Council for approval because they exceed the dollar amount of the City Manager's authority, or are interlocal agreements. The committee shall serve in an advisory capacity to the full board with respect to agreements covered by §8-1-62 of the City Code. The committee may serve in an advisory capacity to the board's representative under §8-1-74 of the City Code with respect to boating concessions.

The 2018 Concessions and Contracts Committee consisted of the following Parks and Recreation Board members:

- January 2018– April 2018 – Michael Casias (Chair), Richard DePalma, Romteen Farasat, Dawn Lewis, Francoise Luca, Jane Rivera (ex-officio)
- May 2018 – December 2018 – Dawn Lewis (Chair), Michael Casias, Richard DePalma, Romteen Farasat, Francoise Luca, Jane Rivera (ex-officio)

Part I - Annual Review (January 2018 - December 2018)

- The committee met for a total of eight (8) work sessions during the reporting period.
- **Contract and Concession Opportunities.** The Committee identified and discussed existing facilities and green space that have potential for parkland improvement and concession opportunities. Throughout the year, the Committee worked with Staff as they moved forward with feasibility, preparation of solicitations and contract documents for the following locations as well as utilizing the Request for Information (RFI) Process for future Park improvements and concessions.
 - Improvements/Concessions for the Nash Hernandez Building
 - Improvements/Concessions at Auditorium Shores
 - Improvements/Concessions at Holly Shores warehouse
 - Improvements/Concessions at Zilker Café
 - Improvements/Concessions at Austin Rowing Center

Three (3) Briefing Items and Special Reports

- Briefing on Holly Shores Warehouse Buildings: Assessment of Existing Conditions and Possible Re-use
- Briefing on Zilker Park Café status and renovation
- Briefing on contract extension for miniature train at Zilker Park between Texas Special and the City of Austin

Four (4) amendments and renewal of Existing Contracts or Concessions (three with AISD)

- Interlocal Agreement with AISD Recommendation to authorize the negotiation and execution of an Interlocal Cooperation Agreement between the 1 City of Austin and the Austin Independents School District for a language and culture revitalization program
- Interlocal Agreement with AISD to authorize the negotiation and execution of an interlocal agreement between the City of Austin and the Austin Independent School District to provide its students educational experience through the programs offered at McBeth Recreation Center
- Interlocal Agreement between the City of Austin and the Austin Independent School District for the authorization of the negotiation and execution of this agreement between the COA and AISD.

- Contract Agreement with Austin Rowing Club for provision of services at the COA rowing dock.

Scope of Committee

The committee expressed concern that there was not sufficient committee ability to provide support and advice needed to make improvements and help build a solid future for the contracts/concession process that would better serve the Austin community. Concern was expressed about gaps and lack of information that did not allow the committee to fulfill their duties with fidelity.

The committee discussed these issues at five of their eight meetings, including a special forum where the committee worked with staff to discuss the engagement process for future concessions. This included looking at committee perspective on options for future concessions and brainstorming ideas for positives, challenges and items to consider when evaluating concessions.

Committee member Michael Casias, who served as committee chair for the first half of 2018, in conjunction with other committee members, worked to redefine the role of the committee and encourage the depth of staff presentations in an effort to help ensure the committee could most effectively and efficiently support the staff.

● Special Called Meeting

- None

● Cancelled Meetings

- March, June, October, December

Future Recommendations:

a. **Change the Bylaws.** There was discussion about how the committee should continue operations. The committee determined that it should continue to meet and provide recommendations to the full Board and the Director on issues related to department contract matters subject to action by the City Council. The committee believes it should initiate clarifying language regarding its scope of review with a Bylaws change. It will continue with this process beginning January 2019.

b. **Additional Coordination with Land Facilities and Planning Committee and regular updates from the Parks Development Director.** The committee continues to recommend Joint sessions with the LF&P Committee or a Chair to Chair mtg each month to coordinate overlapping planning and contracts. These meetings would help streamline the process and would be beneficial both to the committees as well as staff.

c. **Regular updates from the Development Administrator** The committee was pleased that a Parks Development Coordinator was added to staff at the end of 2017, and hopes to benefit from regular updates from the administrator this year.

Additional Recommendations for Specific Concessions.

- Initiate Concessions at the following locations:
- Auditorium Shores
- Initiate Parkland Improvement and/or License Agreements for the following locations:
- Holly Shores Master Planning Area, including adaptive reuse of vacant warehouses, Fiesta Gardens Buildings
- Wifi in the Parks
- Bolm Road District Park, including RFI/RFP to include increase sources for building out this new park
- Nash Hernandez Building, numerous concession opportunities (canoe rental, food trailers, cafe, that will be difficult if the site is used as a maximum security police station.
- Zilker Cafe, including reviewing Staff's current path in which progress has been made but there are still concerns as it has been over three years since the Café has been operational.
- Zilker Botanical Gardens
- Explore additional opportunities for innovative concessions to increase revenue and decrease expenses.
- Explore additional opportunities for innovative partnerships to improve parkland throughout the City.
- Continue the committee's review of various types of parks department contracts